

February 14, 2008

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To: Marlene H. Dortch

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Federal Communications Commission

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Federal Communications Commission

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In re: Annual 47 C.F.R. 64.2009(e) CPNI Certification EB Docket No. 06-36

Attached please the above-referenced certification for Westside Independent Telephone Company for 2007.

Sincerely,

WESTSIDE INDEPENDENT TELEPHONE COMPANY

Megan Badding

Market/Sales/CS Manager

MB/jm

**Enclosures** 

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## Annual 47 C.F.R. § 64.2009(e) CPNI Certification

## **EB Docket 06-36**

Annual 64.2009(e) CPNI Certification for 2007.

Date filed: February 14, 2008

Name of company covered by this certification: Westside Independent Telephone Co.

Form 499 Filer ID: 801666

Name of signatory: Megan Badding

Title of signatory: CSR/Sales/Marketing Manager

I, Megan Badding, certify that I am an officer of the company named above, and acting as an agent of the company, that I have personal knowledge that the company has established operating procedures that are adequate to ensure compliance with the Commission's CPNI rules. See 47 C.F.R. § 64.2001 et seq.

Attached to this certification is an accompanying statement explaining how the company's procedures ensure that the company is in compliance with the requirements set forth in section 64.2001 et seq. of the Commission's rules. See attached accompanying statement of operating procedures.

The company has not taken any actions (proceedings instituted or petitions filed by a company at either state commissions, the court system, or at the Commission against data brokers) against data brokers in the past year.

The company has not received any customer complaints in the past year concerning the unauthorized release of CPNI.

The company currently has no information with respect to the processes pretexters are using to attempt to access CPNI. At this time, we have not encountered known pretexting. Our protective measures against pretexters are outlined in the accompanying statement of operating procedures.

Signed: Mulankadding

**<u>Attachment: Accompanying Statement of Operating Procedures</u>** 

Per the FCC CPNI rules [47 CFR §64.2009(e)] and as referenced in the attached signed certification, Westside Independent Telephone Co., herein referenced as the Company hereby certifies that the Company [and its affiliates] is in compliance with the FCC CPNI rules and has outlined some of the important operating procedures below in order to ensure the Company's compliance in the protection of CPNI:

- 1. CPNI file has been updated in order to account for all FCC CPNI rules, including the recent revisions, and has been adopted by our Company.
- 2. CPNI Compliance officer has been designated to oversee all CPNI duties, training, and activity
  - a. Established an outbound marketing supervisory review process for the use of CPNI
  - b. Records are maintained for any marketing campaigns that utilize customers' CPNI for a minimum of one year
- 3. Employees have been trained on when they are, and are not, authorized to use or disclose CPNI
  - a. Disciplinary process has been defined and is in place for violations and/or breaches of CPNI
- 4. Carrier authentication requirements have been met
  - a. All customer during a customer-initiated telephone call are authenticated as being an authorized account contact before discussing CPNI (non-call detail)
  - b. Call detail is only released to customers during customer-initiated telephone contact only by the following FCC approved methods for the release of the requested call detail: Westside Independent Telephone Co. does not use password method.
    - Sending the requested detail to the address of record (only a physical or email address associated with that particular account that has been in our company files for at least 30 days)
    - ii. Calling the customer back at the telephone of record (only disclosing if the customer was authenticated as being an authorized account contact)
    - iii. Having customer come in to Company's office and provide a valid government issued photo ID
- 5. Notice to customer of account change as customers are notified immediately when a customer creates or changes one of the following:
  - a. authorized user
  - b. address of record
  - c. customer response to a back-up means of authentication
- 6. Notice of unauthorized disclosure of CPNI, a notification process is in place in order to notify both law enforcement and customer(s) in the event of a CPNI breach within the timeline specified by the FCC
- 7. Opt-out method for approval of CPNI use for marketing campaigns is utilized
  - a. Customers are notified annually of their rights for the use of their CPNI in marketing campaigns
  - b. New customers are notified of the opt-out procedure as a part of the customer sign-up process
  - c. Billing system displays customer's opting status
  - d. Compliance officer retains CPNI notifications and opting records for at least two years
- 8. Additional protection measures are taken above and beyond the current FCC CPNI rules
  - a. Company takes reasonable measures to discover and protect against activity that is indicative of pretexting
  - b. Company maintains security of all CPNI, including but not limited to:
    - i. Documents containing CPNI are shredded